



PHILIP L. BROWNING
Director

**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

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Board of Supervisors

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BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

June 11, 2013

20 June 11, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**RECOMMENDATION TO AMEND THE FOSTER FAMILY AGENCY FOSTER CARE SERVICES
CONTRACT WITH THIRTEEN EXISTING FOSTER FAMILY AGENCY CONTRACTORS TO ADD
24/7 INTAKE SERVICES
(ALL DISTRICTS - 3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) seeks to amend the Foster Family Agency Foster Care Services Contract with 13 existing Foster Family Agency (FFA) Contractors. These amendments will be effective the date of execution. Additionally, DCFS seeks delegated authority to add 24/7 Intake Services to existing qualified FFA Contractors and to increase or decrease the number of service delivery sites included in the FFA Contract, as needed.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or designee, to execute Amendment Number Two (Attachment I) to the Foster Family Agency Foster Care Services Contracts with the 13 existing FFA Contractors detailed in Attachment II. There are no additional placement costs associated with Amendment Number Two. The Amendment will be effective the date of execution by the Director of DCFS, or his designee.
2. Delegate authority to the Director of DCFS, or his designee, to prepare and execute future amendments to the existing FFA Contracts to add 24/7 Intake Services, as needed, after County Counsel and Chief Executive Officer (CEO) approval. The Director of DCFS will notify the Board and the CEO in writing within ten (10) business days after execution.

3. Delegate authority to the Director of DCFS, or designee, to prepare and execute future amendments to the existing FFA Contracts to increase or decrease the number of service delivery sites, as needed, after County Counsel and Chief Executive Officer (CEO) approval. The Director of DCFS, or designee, will notify the Board and the CEO in writing within ten business days after execution.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended action to amend 13 FFA Contracts will enable DCFS to continue ensuring the safety and well-being of children under their supervision by clearly stating that 24/7 Intake Services are required in these FFA Contracts. The current FFA contract does not require 24/7 Intake Services. Adding the FFA 24/7 Intake Services will assist in reducing overstays at the ERCP by increasing after hours placement options.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the County of Los Angeles Strategic Plan's Goal #2, Fiscal Sustainability – which involves strengthening and enhancing the County's capacity to sustain essential County services through proactive and prudent fiscal policies and stewardship; Strategic Initiative 2: Title IV-E Waiver Implementation and Renewal, which involves improving outcomes for children and families served and to ensure fewer children and youth are in foster care and for a shorter length of stay.

FISCAL IMPACT/FINANCING

There are no additional placements costs associated with Amendment Number Two.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

DCFS needs to have 24/7 placement options to prevent children staying at the ERCP after hours and on weekends or holidays. The current FFA Contract does not require 24-hour Intake Services, reducing the availability of FFA certified homes for the placement of youth taken into protective custody after hours and during weekends or holidays.

On October, 21, 2008, your Board adopted the FFA Master Agreement. The initial term of the GH Master Agreement was November 1, 2008, through October 31, 2009, with an option to extend for up to four additional 12 month renewal periods through October 31, 2013, and for six months beyond the current expiration date, if such time is necessary for the completion of a solicitation or negotiation of a new contract.

DCFS has evaluated and determined that Amendment Two is in compliance with California Department of Social Services (CDSS) Contracting Policies Manual 23.604.38(1) which requires all contracts to have a provision for amendments. The amendment also complies with CDSS Contracting Policy Manual sections 23.604.4.41 and 23.604.4.42 and since there was no increase in placement costs, the current unit price does not exceed the unit price originally determined through competitive selection.

The Department evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply as the Contracts were not awarded under the provisions of Chapter 2.121.

These services cannot be effectively performed by County employees because they require the development and utilization of resources that are not available in the County system.

The Contractors are in compliance with all Federal, State, County and Board requirements.

The CEO and County Counsel have reviewed the Board Letter and Amendment Two. Amendment Two has been approved as to form by County Counsel.

CONTRACTING PROCESS

The current FFA Contracts were executed effective November 1, 2008, and were solicited through a Request for Statement of Qualification (RFSQ) process that was released on August 31, 2007, by DCFS and Probation. DCFS received responses from 167 organizations, of which, 61 qualified FFA agencies were approved for contracts by your Board on October 21, 2008.

DCFS issued a Request for Letter of Interest (RLOI) for 24/7 Intake Services on April 27, 2012, to 51 FFA Contractors. The RLOI outlined the following requirements that existing Contractors had to meet to be considered as a potential provider of 24/7 Intake Services:

- must be a current FFA County of Los Angeles Contractor for Group Home Foster Care and Foster Family Agency (FFA) Services that is currently in good standing with the FFA and GH contract terms and conditions;
- must not have been placed on an Administrative "Hold", "Do Not Refer" or "Do Not Use" status within the last 6 months by DCFS or Probation; and
- attend an Informational Meeting to discuss amending your FFA contract to add FFA Services for Probation Foster Youth, or for 24/7 Intake (FFA).

DCFS received Letters of Interest (LOI) from 19 existing Contractors, 11 of which already had 24/7 Intake Services in their FFA Program Statement. Eight were requested to submit revised Program Statements to add 24/7 Intake Services. Two organizations submitted revised FFA Program Statements. As a result of the RLOI, DCFS is recommending amendments to the FFA Contracts with the 13 existing FFA Contractors detailed in Attachment II.

CONTRACTOR PERFORMANCE

DCFS:

The current FFA Contracts being amended for 24/7 Intake Services are monitored on an annual basis. Monitoring results of the most recent evaluation period indicate that the services specified in the FFA Contracts were delivered and the FFA agencies are in compliance with the FFA Contract requirements or with their approved Corrective Action Plans (Attachment III).

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There has been a concern regarding children staying at the ERCP. Adding the FFA 24/7 Intake

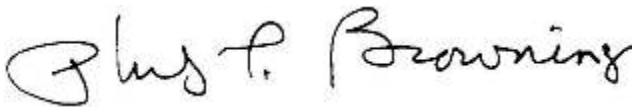
Services will reduce overstay at the ERCP and will ensure children will have a safe and more structured out-of-home environment when removed out of their homes in an emergency, 24-hours a day, seven days a week.

Without approval of the recommended action, DCFS will have difficulty placing youth after hours and during weekends and holidays. Approval of the recommended action would ensure the continuous availability of contracted beds for youth taken into protective custody after hours, on weekends or holidays by the ERCP and or Case Management Staff.

CONCLUSION

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board Letter and Amendment to the Department of Children and Family Services.

Respectfully submitted,

A handwritten signature in black ink that reads "Philip L. Browning". The signature is written in a cursive, flowing style.

PHILIP L. BROWNING

Director

PLB:CMM

EM:EO:jar

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors



AMENDMENT NUMBER TWO

TO

**FOSTER FAMILY AGENCY FOSTER CARE SERVICES
CONTRACT NUMBER 07-021-____**

WITH

**AMENDMENT NUMBER TWO TO
FOSTER FAMILY AGENCY FOSTER CARE SERVICES
CONTRACT NUMBER 07-021-____**

WITH

This Amendment Number Two to Foster Family Services Home Foster Care Services Contract Number 07-021-____ (hereinafter referred to as "Contract"), adopted by the Board of Supervisors on October 21, 2008, is made and entered into by and between the County of Los Angeles, (hereinafter referred to as "COUNTY"), and _____, (hereinafter referred to as "CONTRACTOR"), this ____ day of April, 2013.

WHEREAS, on October 21, 2008, the Board of Supervisors approved the Foster Family Agency (FFA) Foster Care Services Contracts with qualified non-profit corporations for the provision of FFA foster care services; and

WHEREAS, on October 21, 2008, the Board of Supervisors delegated authority in certain circumstances to the Director of DCFS to amend these Contracts, and;

WHEREAS, COUNTY and CONTRACTOR are parties to the FFA Foster Care Services Contract and CONTRACTOR has been providing FFA foster care services to the COUNTY, and

WHEREAS, CONTRACTOR'S FFA Program Statement number _____ states it will provide 24/7 intake services; and

NOW THEREFORE, COUNTY and CONTRACTOR agree to amend FFA Services Contract number 07-021-____ as follows:

1. Part I: UNIQUE TERMS AND CONDITIONS, Section 11.0, DESCRIPTION OF SERVICES, is amended to read as follows:

11.4. Hours of Operation.

11.4.1. Intake services will be provided 24/7

2. FFA Contract, Exhibit A, Statement of Work, Part C , Well Being/Self Sufficiency, Subsection 3.1.4, Requirements for Emergency Intakes 24/7 is amended to read as follows:

3.1.4 Emergency Intake 24/7.

EXCEPT AS PROVIDED IN THIS AMENDMENT NUMBER TWO, ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.

**AMENDMENT NUMBER TWO TO FOSTER FAMILY AGENCY FOSTER CARE
SERVICES CONTRACT NUMBER 07-021-**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Two to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has subscribed the same through its authorized officers, as of the day, month and year first above written. The persons signing on behalf of the CONTRACTOR warrant under penalty of perjury that they are authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

CONTRACTOR

By _____
Philip L. Browning, Director
Department of Children and
Family Services

Name of Agency

By _____

Name _____

Title _____

By _____

Name _____

Title _____

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
JOHN KRATTLI, County Counsel

Tax Identification Number

By _____
David Beaudet,
Senior Deputy County Counsel

ATTACHMENT II

<u>FFA AGENCY NAME</u>	<u>CONTRACT NUMBER</u>
1. Children's Bureau of Southern California	07-021-012
2. Eggleston Youth Centers, Inc.	07-021-020
3. Five Acres – The Boys' and Girls' Aid Society of Los Angeles	07-021-026
4. Futuro Infantil Hispano	07-021-029
5. Guardians of Love	07-021-030
6. Hathaway Sycamores Child and Family Services	07-021-033
7. McKinley Children's Center	07-021-040
8. Nuevo Amanecer Latino Children's Services	07-021-042
9. Olive Crest Treatment Centers, Inc.	07-021-043
10. Optimist Boys' Home and Ranch	07-021-044
11. Rosemary Children's Services	07-021-046
12. The Village Family Services	07-021-053
13. West Covina Foster Family Agency dba Homes of Hope	07-021-058

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
Children's Bureau of Southern California	January 18, 2013	<p>One of the five homes visited had a Community Care Licensing (CCL) substantiated citation.</p> <p>One of the five homes visited had a backyard with no grass, large holes in the dirt, the fence was held upright by a wood plank, there were several cans of paint, an old table, broken chairs, and a large pile of jagged pieces of wood. The home also had a missing screen in a bathroom window.</p> <p>An initial dental examination was two days late for a placed child.</p>	Approved CAP 10/9/12
Eggleston Youth Centers, Inc.	April 25, 2012	<p>The agency had two Community Care Licensing (CCL) citations for physical plant deficiencies.</p> <p>Of the 10 children reviewed, one was not progressing in the case goals stated in the NSPs despite the services she had been provided.</p> <p>Of the 35 updated NSPs reviewed, four were not developed timely, 13 were not comprehensive and did not reflect the children's overall progress and other goals were not specific and measurable.</p> <p>Of the eight school-age children, two did not show improvement in their academic performance. Both children resided in a foster home that did not have a computer readily available for the placed children.</p> <p>Of the 10 children reviewed, three did not have timely initial medical examinations and six did not have timely initial dental examinations.</p> <p>Three children taking psychotropic medications had been informed of their right to refuse medication or reject voluntary medical, dental and psychiatric care by the Agency affiliated Mental Health Department staff. However, two children taking psychotropic medications were seen by non-Agency affiliated psychiatrists and therefore, it is unknown whether or not they were informed of their rights.</p>	Approved CAP 8/15/11

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
Eggleston Youth Centers, Inc. (cont.)	April 25, 2012	<p>One age-appropriate youth was not involved in the selection of her clothing; however, she was satisfied with the clothing the foster mother selected.</p> <p>None of the 10 children reviewed were encouraged or helped in updating a life book or photo album.</p> <p>The Agency had only one Social Worker Supervisor for ten Social Workers while the number of placed children and Certified Foster Parents had increased during the past years.</p>	Approved CAP 8/15/11
Five Acres the Boys' and Girls' Aid Society of Los Angeles County	November 9, 2012	<p>In one of the three homes visited, a child under the age of four was not being secured in a child car seat when riding in a vehicle.</p> <p>For one certified home, Five Acres did not contact OCHMD regarding historical abuse information on the prospective foster parent prior to certifying the home.</p> <p>The three certified foster parents' files reviewed did not have Documentation of vehicle maintenance, prior to certification</p> <p>A home did not have a dining set to provide a home-like Environment, accommodating all who reside in the home; Instead, a two-foot high round table and plastic chairs were being used.</p> <p>One of the three certified foster parents interviewed stated not being familiar with the NSPs and that she did not have copies of the NSPs for the children placed in her home.</p> <p>One foster child's file did not contain her current report card.</p> <p>The initial medical examination was three days late and the</p>	Approved CAP 10/9/12

April 9, 2013

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
Five Acres the Boys' and Girls' Aid Society of Los Angeles County (cont.)	November 9, 2012	<p>initial dental examination was two months late for one child.</p> <p>In one of the three certified foster homes, two teenage children Stated that the certified foster mother does not prepare meals frequently for them, and that they help themselves with meals.</p> <p>Two of the three certified foster parents interviewed stated that they did not have Life Books/Photo Albums for the placed children.</p>	Approved CAP 10/9/12
Futuro Infantil Hispano	Report in Progress	<p>Community Care Licensing safety citations</p> <p>Transporting without a seat belt</p> <p>Transporting child while sitting on the floor of the car</p> <p>Corporal punishment which caused one of the homes to be Decertified</p> <p>Dirty home with an insect infestation</p> <p>Personal Rights violation as a result of yelling at the youth</p> <p>Failure to report an incident</p>	
Guardians of Love	August 13, 2012	<p>Agency did not consistently submit Special Incident Reports (SIR) to OHCMD and appropriate parties. Agency representatives attended the SIR training conducted by OHCMD in September 2012.</p> <p>The Agency had a CCL citation for physical plant deficiency in one certified home because the heating system did not work, the home was cluttered and no hygiene items and toiletries were found; no window covering in one child's bedroom and a makeshift addition to the home was built.</p> <p>Of the 12 children's files reviewed, one did not show progress toward meeting his NSP goals. The certified foster parent</p>	Approved CAP 5/20/12

April 9, 2013

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
Guardians of Love (cont.)	August 13, 2012	reported that the child was defiant and refused to complete his school assignments.	Approved CAP 5/20/12
		Of the 12 children's files reviewed, three children's initial NSPs were not comprehensive. The children and their foster parents moved from another FFA; however, their initial NSPs did not reflect that they had been living in the home for a period of time.	
		Of the 12 children's NSPs reviewed, two children's NSPs were not developed timely.	
Hathaway-Sycamores Child and Family Services	April 26, 2012	Of the 12 children's NSPs reviewed, four children's updated NSPs were not comprehensive. Specifically some goals were not specific, measurable and time-limited, and some Children's behavioral problems were not addressed in their NSP goals.	Approved CAP 2/16/12
		The Agency had two CCL citations for physical plant deficiencies.	
		Of the 19 updated NSPs, one was not signed by the child and the child did not recall participating in its development.	
		Of the six children's files reviewed, one did not show progress toward meeting his NSP goals. Per the FFA representative, the child had left the school grounds on numerous occasions and refused to complete his school assignments.	
		One child had a substance abuse problem but did not have an NSP goal to address the problem.	
		Of the four certified foster parents interviewed, one did not have an NSP indicating her participation in developing the plans. She stated she was not aware she was required to participate in the NSP development.	
April 9, 2013		Two youth did not have emancipation goals in their NSPs, although review of their case files indicated they received support and services from the Agency's social workers.	

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
		Of the six children interviewed, four report they were not encouraged or helped in updating a Life Book/Photo Album.	
McKinley Children's Center Inc. (dba) McKinley Boy's Home	June 27, 2012	<p>Of the 12 foster children's files reviewed, none of the NSPs were comprehensive and needed improvement as goals were child specific, measurable, or time-framed.</p> <p>The NSPs for five of the 12 children's files did not document the DCFS Children's Social Workers' monthly contacts.</p> <p>Of the seven children interviewed, one child was not encouraged and/or assisted in creating and updating its life book/photo album.</p>	Approved CAP 2/29/12
Nuevo Amanecer Latino Children's Services	October 2, 2012	<p>For one certified foster home, the Agency did not contact OHCMD regarding historical abuse information on the prospective certified foster parent prior to certification.</p> <p>Although certified foster parents were provided with the required hours of recertification training, the topics were not related to the County contract and Title 22 Regulations; instead, religious topics were presented.</p> <p>In one certified foster home, the foster parents shared a room with a one-year old foster child, but the room was not appropriate to be used as a bedroom.</p> <p>For one child, the NSP goals were not specific and measurable and thus we were unable to determine the child's progress toward meeting the NSP goals.</p> <p>For one child, the initial NSP was not developed timely and the child's brother's name was referenced through the NSP.</p>	Approved CAP 6/20/12

April 9, 2013

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
		<p>Five initial NSPs were not comprehensive as most of the sections were not completed, lacked information such as medical and dental examinations, visits with the children by the agency's social workers and their goals.</p> <p>The assessment when placing more than two children in a certified foster home by the agency's supervising social worker did not specifically indicate how the certified foster parents are able to meet the needs of additional foster children.</p>	
Nuevo Amanecer Latino Children's Services (cont.)	October 2, 2012	Two youth were not performing well in school; however, there was no documentation in the agency social workers' notes indicating what the agency has done to facilitate the youths' progress in school.	Approved CAP 6/20/12
Olive Crest Treatment Centers, Inc. (dba) Olive Crest	August 8, 2012	<p>Of the five foster parent files reviewed, one foster family did not have the OHCMD historical information check completed.</p> <p>Of the 10 foster children's files reviewed, two children did not have timely initial dental examinations.</p> <p>Of the three staff files reviewed, two employees did not sign criminal background statements timely.</p> <p>Of the three staff files reviewed, two employees did not have their health screenings completed timely.</p>	Approved CAP 7/13/12
Optimist Boys' Home and Ranch	June 13, 2012	<p>One certified foster family did not have the required annual vehicle maintenance for the year 2011.</p> <p>For two siblings placed in the same certified foster home, there was no documentation of FFA contacts with the CSWs for the months of June 2012, July 2012, and August 2012.</p> <p>For one staff hired in October 2012, the health screening was untimely and we did not find current car insurance in her name or documentation as an approved driver on file with the agency.</p>	Approved CAP 11/7/12

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
Rosemary Children's Services	October 9, 2012	<p>The Agency did not report all Special Incident Reports (SIRs) to OHCMD.</p> <p>The Agency had one Community Care Licensing (CCL) citation for Personal Rights violation, whereby a foster child was sexually abused by her foster father.</p> <p>Of the ten children's files reviewed, one did not show progress toward meeting his NSP goals.</p>	Approved CAP 4/4/12
Rosemary Children's Services (cont.)	October 9, 2012	<p>Of the ten NSPs reviewed, three updated NSPs were not comprehensive as they were not specific, measurable and time limited.</p> <p>Of the four certified foster parents interviewed, two reported they did not have a copy of the placed children's NSPs although they had participated in the development of the NSPs and one foster parent did not appear to understand her role of implementing NSPs.</p> <p>Of the eight children interviewed, one reported that his foster mother yelled at him. It was noted that he was defiant at school and home, disregarded the house and school rules, refused to take his psychotropic medication and was disrespectful toward the foster parents and school authorities.</p> <p>Of the eight children interviewed, three reported they were not encouraged or helped in updating a Life Book/Photo Album.</p>	Approved CAP 4/4/12
The Village Family Services	December 28, 2012	<p>Agency staff did not contact OHCMD to obtain historical info about the applicants regarding two foster homes certified in January 2012, and March 2011.</p> <p>For three certified foster parents, the annual vehicle inspections were not in their files.</p> <p>For one home sampled, verification that the teens received their required monthly clothing allowance was not found.</p>	Approved CAP 10/25/12

April 9, 2013

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
		<p>The Agency and foster parent failed to develop the initial NSP with an 18-year old youth placed in November 2011, and did not obtain or document their efforts to obtain the CSW's authorization to implement the NSP.</p> <p>The Agency did not have documentation that tutoring or other Educational assistance was sought for two youths ages 16 and 17 who had documented poor school grades.</p> <p>The Agency did not have any documentation to confirm that two youth, both age 17 and in the same foster home, have been enrolled in the Youth Development Services program for emancipation services.</p>	
The Village Family Services (cont.)	December 28, 2012	<p>One 18-year old foster youth's annual medical examination was Untimely.</p> <p>Two FFA social workers had untimely health screenings as per Title 22 regulations and County contract requirements.</p>	Approved CAP 10/25/12
West Covina Foster Family Agency (dba) Homes of Hope	August 24, 2012	<p>Of the 12 children's files reviewed, one child's initial NSP was one day late.</p> <p>Of the 12 children's files reviewed, one child had a late updated NSP.</p> <p>Of the 12 children's files reviewed, one child's adjustment to placement was the same from the initial NSP to the first Quarterly NSP report.</p> <p>Of the 12 children's files reviewed, one age-appropriate child was not involved in Youth Development Services.</p> <p>Of the 12 children's files reviewed, two children had late initial medical examinations and four children had late initial dental examinations.</p> <p>Of the 12 children's files reviewed, one child prescribed psychotropic medication did not have a current psychiatric</p>	Approved CAP 4/1/12

<u>AGENCY</u>	<u>DCFS MONITORING REPORT DATE</u>	<u>FINDINGS</u>	<u>STATUS</u>
		evaluation.	